

## **PRE-SOLICITATION NOTICE**

Date: May 26, 2021

Document Type: Pre-solicitation Notice

Solicitation Number: 19JA80-21-Q-0720

Classification Code: R – Support Svcs (prof, Admin, Mgmt)

NAICS Code: 541820 – Public Relations Agencies

Contracting Office Address: U.S. Embassy Tokyo, Procurement/Contracting Office  
1-10-5 Akasaka, Minato-ku, Tokyo 107-8420, Japan

Point of Contact: Masao Chuma – Procurement Agent  
Mobile: 090-1110-9306  
Embassy Telephone Operator: +81-3-3224-5000

Subject: Refresh/Update Services for Digital Outreach and Logo of  
Website

Opening and Closing Dates: To be announced (please see the solicitation when it is uploaded.)

Description: Please note that this solicitation is not ready to be issued as of this date. The U.S. Embassy Tokyo will launch the solicitation on the Embassy's website when it is available.  
(<https://jp.usembassy.gov/jobs/business-opportunities/>)

The U.S. Embassy Tokyo requires a contractor to perform refreshing/updating of digital outreach and logo of website, MyFood.jp for Agricultural Trade Office at the U.S. Embassy in Tokyo, Japan. All responsible sources may submit a quote, which will be considered.

Note: As required by U.S. Government's federal acquisition regulation (FAR provision 52.204-7, System for Award Management), prospective offerors shall be registered in the System for Award Management (SAM) database prior to award of a contract. Below is the website link providing vendor registration information: <https://www.sam.gov/SAM/>

Place of Contract Performance: Tokyo, Japan